

**Regular Meeting of the Finance Committee  
Held in the Conference Room at City Hall  
Thursday, September 5, 2019**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 19-37.

**ROLL CALL**

The meeting convened at 8:00 a.m. with Chairman Grant presiding; Councilors Henderson, Roebuck, and Stubbs being present.

Staff present: Monica Garcia, Mike Matthews, Sharon Coll, Chanel Rey, Becky Hicks, Russell Hardy, Tara Mason, Juanita Jennings, Marge Woods, Enid Costly, Ana Nieto, Joe Neeb, Thalia Pantoja, and Juan Fuentes.

Guests present: Larry Connolly, Kate Graham, Carolyn Madison, Kerry Moore, Kecia Hopper, Lisa Dunlap, Carolyn Mitchell, James Matteucci, Kaitlyn Adams, Mayor Kinitgh, and David Orgin by phone.

**APPROVAL OF AGENDA**

Councilor Henderson moved to approve the September 5, 2019, Finance Committee meeting agenda with the following change:

- Move Item 2, Information Reports, to the end of the Action Items.

Councilor Stubbs was the second. A voice vote was unanimous, and the motion passed 4-0.

**APPROVAL OF MINUTES**

Councilor Stubbs moved to approve the August 1, 2019 regular Finance Committee meeting minutes as presented. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

**NON-ACTION ITEMS**

Tyler Update: Ms. Garcia discussed the Tyler update.

**ACTION ITEMS**

Lodgers' Tax Request – Roswell Symphony Orchestra Spring 2020 Concerts: Ms. Jennings presented the request for funding of Roswell Symphony Orchestra in the amount of \$4,085. Ms. Graham and Ms. Madison were present to answer questions. The event is scheduled January 31, 2020, February 1, 2020, and April 18, 2020. The Occupancy Tax Board recommends funds for the Roswell Symphony Orchestra in the amount of \$4,085, on a 50% reimbursement basis. Councilor Henderson moved to send to full City Council on consent agenda proposed funding of \$4,085, on a reimbursement basis of 50% of eligible expenses of Roswell Symphony Orchestra. Councilor Stubbs was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Request – Hike It Spike It: Ms. Jennings presented the request for funding of Hike It Spike It in the amount of \$24,999. Mr. Matteucci and Ms. Adams were present to answer questions. The event is scheduled May 22-24, 2020. The Occupancy Tax Board recommends funding for Hike It & Spike It in the amount of \$24,999, on a 50% funding per an agreement between the City of Roswell and Character Counts in Chaves County. Councilor Stubbs moved to send to full City Council on consent agenda proposed funding of \$24,999, on a reimbursement basis of 50% of eligible expenses of Hike It & Spike It. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Request – 36<sup>th</sup> Annual Milkman Triathlon: Ms. Jennings presented the request for funding of the 36<sup>th</sup> Annual Milkman Triathlon in the amount of \$1,500. Ms. Hopper was present to answer questions. The event is scheduled for June 6, 2020. The Occupancy Tax Board recommends funding for the 36<sup>th</sup> Annual Milkman Triathlon in the amount of \$1,500, on a 50% reimbursement basis. Councilor Roebuck moved to send to full City Council on consent agenda proposed funding of \$2,000, on a reimbursement basis of 50% of eligible expenses of the 36<sup>th</sup> Annual Milkman Triathlon. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Request – Wild Women of Planet Wongo Musical: Ms. Jennings presented the request for funding of the Wild Women of Planet Wongo Musical in the amount of \$7,500. Mr. Orgin was present by phone to answer questions. The event is scheduled for June 25, 2020 through July 12, 2020. The Occupancy Tax Board recommends funding for Wild Women of Planet Wongo Musical in the amount of \$7,500, on a 50% reimbursement basis. Councilor Roebuck moved to send to full City Council on consent agenda proposed funding of \$7,500, on a reimbursement basis of 50% of eligible expenses of the Wild Women of Planet Wongo Musical. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Budget Amendment Road Fund: Ms. Garcia presented the request for approval of Resolution 19-XX a budget amendment for the Road Fund in the amount of \$1,100,000. Staff was present to answer questions. Councilor Stubbs moved to table the request until the October 3, 2019 regular Finance Committee Meeting. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Budget Amendment Fire Protection Grant: Ms. Garcia presented the request for approval of Resolution 19-XX a budget amendment for the Fire Protection grant in the amount of \$277,952. Staff was present to answer questions. Councilor Stubbs moved to send to full City Council on consent agenda approval of Resolution 19-XX amending the budget for the Fire Protection Grant. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Budget Amendment Donation Fund: Ms. Garcia presented the request for approval of Resolution 19-XX a budget amendment for the Restricted Donation Fund in the amount of \$8,618. Staff was present to answer questions. Councilor Stubbs moved to send to full City Council on consent agenda approval of Resolution 19-XX amending the budget for the Restricted Donations Fund. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Budget Amendment Donation Fund: Ms. Garcia presented the request for approval of Resolution 19-XX a budget amendment for the Capital Improvement Fund in the amount of \$18,761. Staff was present to answer questions. Councilor Stubbs moved to send to full City Council on consent agenda approval of Resolution 19-XX amending the budget for the Capital Improvements Fund. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Establishing LEDA Fund: Ms. Garcia presented the request for approval of Resolution 19-XX adopting and approving a new fund for LEDA. Staff was present to answer questions. Councilor Stubbs moved to send to full City Council on consent agenda approval of Resolution 19-XX adopting and approving a new fund for LEDA with the following changes:

- In the first “Whereas” change “Industrial” to “International”
- In the third “Whereas” change wording to “in creating segregated fund, 7201, and account”

Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Request – Set Cost Recovery Expectations for Spring River Zoo: Mr. Neeb presented the request to set cost recovery expectations for Spring River Zoo. Staff was present to answer questions. Councilor Roebuck moved to allow staff to implement cost recovery expectations with the following changes:

- FY2020: 5%, 2021: 25%, and 2022 and all years following: 50%

Councilor Henderson was the second. A voice vote was 3-1, with Councilor Stubbs voting no.

Request – Recommendation for allocation from General Fund for Spring River Zoo: Mr. Neeb presented the request to allocate \$291,156.61 from General Fund Cash on Hand to the Spring River Zoo for the Big Cat Exhibit. Staff was present to answer questions. Councilor Roebuck moved to send to full City Council approval of the allocation from General Fund Cash on Hand to Spring River Zoo in the amount of \$291,156.61. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Informational Reports: Reports were included in the agenda packet. Staff was present to answer questions.

### **PUBLIC PARTICIPATION**

Ms. Mitchell inquired about the Adult Center Fees. Mr. Connolly commented on the Visitor Center’s lights, the new Convention Center sign, the new hotel and Lodgers’ Tax, and the 2020 census.

### **ADJOURN**

The meeting adjourned at 10:24 a.m.